

First Judicial District of Pennsylvania's ("FJD")

Request for Proposal ("RFP")

For

Program Accreditation Consultant

Dated September 2, 2015

VENDOR'S QUESTIONS AND ANSWERS ("Q&A")

<http://courts.phila.gov>

Q1. Can our company submit a proposal for the "program accreditation consultant" RFP, or must it be an individual?

Notwithstanding all other terms and conditions as identified in the RFP, please refer to Provision 6(d) (iii) and (3)(iii); if a company submits a proposal, the FJD asks that their lead consultant be identified.

Q2. Can a single business entity, provided it employs two separate individuals that meet the criteria for each bid, apply for both RFPs?

Yes, see above response.

Q3. Will the winner of this bid selection process be expected to work with the winner of the related bid (Court Interpreter Curriculum Consultant)?

Yes; the project is anticipated to be a team effort with varied parties.

Q4. How are the monthly meetings to be conducted?

It is anticipated that advanced communications, via paper/email exchange, will be forwarded to the team regarding agenda topics which will be then be followed by a monthly conference/bridge call or video conference, as available, to discuss what steps have been achieved to date along with timelines, deadlines, etc.

Q5. How are the quarterly in-person meetings to be scheduled?

It is anticipated that advanced communications, via paper/email exchange, will be forwarded to the team regarding agenda topics for the quarterly meetings inclusive of the date, time, and location for the meeting. Topics of discussion are intended to be similar to above inclusive of real data impact.

Q6. What is the approximate budget associated with this RFP? Having a clearer picture of the desired cost will allow our organization to provide a more refined bid which most closely meets the needs of your organization.

As of this date, the FJD has not established a final itemized budget for the project. In consideration of the terms and conditions of the RFP, it is requested that each interested Vendor provide their best pricing possible to perform the requested services.

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